

APPENDIX G

GLOSSARY

This glossary is intended to help the user fully understand words and phrases used throughout this manual. 'n' = noun and 'v' = verb.

Access: 1. n. The right to use, or enter a particular mode (e.g., Update access). 2. v. To make available, to use (e.g., access the CF Subsystem).

Add: v. To insert a new record onto the database system.

Applicant/Borrower: n. This may be an association, organization, public body, proprietorship, etc., represented by one case number and borrower name. More than one facility may be owned by a single applicant/borrower.

Application: n. B&I: The definition used in RD Instruction 1980-E, section 1980.451(i), will apply for B&I loans. For IRP loans, the definition used in RD Instruction 1948-C, section 1948.122, will apply.

WW & CP: SF-424.2, "Application for Federal Assistance" (for Construction Programs) filed with the Field Office for direct loans and grants. Form RD 1980-10, "Application for Loan and Guarantee," (Community Programs) for guaranteed loans.

Assistance Type Code: A code used by Rural Development to further identify the use of program funds. See Appendix A.

Browse Mode: n. The access privilege allowed the user. No modifications may be made to any records. User is only allowed to read from the database.

Cancellation: n. Occurs when Form RD 1940-10, "Cancellation of U.S. Treasury Check and/or Obligation," is prepared and Transaction Code 1D is processed in ADPS to cancel all or part of an obligation.

Closing Instrument: n. For loans, each promissory note, bond issue, loan note guarantee, or for grants, the grant agreement.

Database: n. A collection of data, arranged for easy access, and retrieval.

Default: n. The action or value that is entered implicitly, when no explicit value or action is requested.

Delete: v. To completely remove a record (and its dependent records) from the database system.

Direct Loan: n. Funds loaned directly to a borrower and not guaranteed by a lender (formerly referred to as insured loans).

Equivalent Dwelling Unit (EDU): n. The level of service provided to a typical rural residential dwelling.

Facility: n. The physical property designed to deliver a specific service for which the loan and/or grant is provided or requested. More than one loan and/or grant may be made for a single facility.

Financial Assistance: n. Loan and/or grant funds requested or provided to a program participant.

Function Key: n. One of the ten (10) or twelve (12) special-purpose programmable keys (used alone, or with the Ctrl, Shift or Alt keys) found on the left side or top of the keyboard.

Fund Code: A 2-digit code used by Rural Development to identify the program for which funds are being used. See Appendix A.

Grant: n. An advance of funds within a specific program which requires no repayment of the funds.

Grant Request: n. A preapplication, application, or a request for an obligation of grant funds within a specific program.

HHS RDLF Loan: n. A loan previously approved and administered by the U.S. Department of Health and Human Services (HHS) under the Rural Development Loan Fund (RDLF) (45 CFR Part 1076).

Industrial Park: n. A geographical area that is designed for industrial use. This park may contain one or more industrial sites.

IRP Loan: n. A loan made by Rural Development under the Intermediary Relending Program (IRP) to an entity (intermediary) for relending to ultimate recipients.

Loan: n. An advance of funds within a program evidenced by a promissory note, a bond issue, or other debt instrument which requires repayment of the funds.

Loan Request: n. A preapplication, application, or a request for an obligation of loan funds within a specific program.

North American Industrial Classification System (NAICS) Codes: n. See content of specific program, and Appendix B.

Obligation: n. Rural Development's commitment to provide direct loan and/or grant funds to an applicant for a specific facility. For Guaranteed loans, an obligation is defined as the total of the guaranteed and unguaranteed portions of the loan.

Optional field: n. Information does not need to be entered into a field with this characteristic to continue. All fields that are not "system generated," or "required," are optional fields.

Other Than Residential-Size User: n. All users that cannot be served by a residential-size meter.

PCI: n. Personal Computer Interface. A software package which allows the user to expand the powers of a personal computer. For example, PCI is used for RCFTS to allow screen prints, which is not possible without PCI.

Problem Loan: n. A loan which is not performing according to its original terms and conditions or which is not expected in the future to perform according to those terms and conditions.

Program: n. A funding authority authorized by Congress to accomplish a specific public objective.

Prompt: n. The system's request for a response from the user. This usually requires some kind of key action.

Record: n. An occurrence of a Record Type, in the database, with information on it. Example: The record of, "Bob's Aviation Company."

Record Type: n. Being the Borrower, Facility, Loan/Grant Request, or Subsidiary record type. Each of these record types have space reserved for certain information. Example: The Borrower Record Type.

Required Field: n. A field into which information must be entered to continue processing. Example: On the first screen, TSMRCFTS, the user must enter the number for the desired subsystem.

Residential-Size User: n. Farmers, ranchers, rural residents, and other rural users whose needs are met or, if there is no meter, could be met by a single residential-size meter.

Response: n. Two types:

1. System Response: the execution of a process or activity, requested by the user, which usually results in a change in the display screen.
2. User Response: the execution of key stroke(s) as prompted by the system.

Screen: n. The formatted display of a certain record type. Only one record type is represented on each screen. Examples: The Borrower record type is displayed on the Borrower screen; the Loan/Grant Request record type is displayed on a series of 4 or 5 screens (depending upon the subsystem).

Status Codes: n. Codes used to indicate the current status of each loan/grant. Refer to Appendices D and E for listing of codes and definitions.

Subrecipient (Ultimate Recipient): n. The entity receiving financial assistance from the intermediary on an HHS RDLF or IRP loan.

System Generated Field: n. A field that the computer will automatically fill with data. This is used when a field is a calculation upon another field, or when information previously entered is displayed again or information is downloaded from another system.

Trust: n. A legal entity where judiciary relationship is involved with respect to property, subjecting a person to whom property or power is entrusted for the benefit of another person.

Type of Applicant: n. The entity of the applicant or borrower: Indian Tribes, public bodies, nonprofit corporations.

Type of Facility: n. Identified by the specific service provided by the facility receiving Rural Development financial assistance; such as a domestic water facility, hospital, civic center, factory, business, or industrial park.

Type of Service: n. The service that is to be provided by the applicant, such as domestic water, health care, public safety, etc.

Type of Service Code: n. A two-digit number assigned by Rural Development to the various types of service to measure what is financed (number of beds, square feet, number of trucks, etc.). Refer to Appendix B for a complete listing.

Unit: n. The element by which the size of a facility is measured. For utility-type facilities such as water, sewer and natural gas, it is the number of specific service connections. Service connections are identified as residential-size, or non-residential-size users. For facilities such as a hospital or nursing home, it is the number of licensed beds. Refer to each program for further identification, and Appendices B and C.

Update: n. The access privileges allowed the user. Modifications may be made to records. User is allowed to "read" and "write to" the database.

XPERT: n. A telecommunications software package that allows one computer to communicate with another.